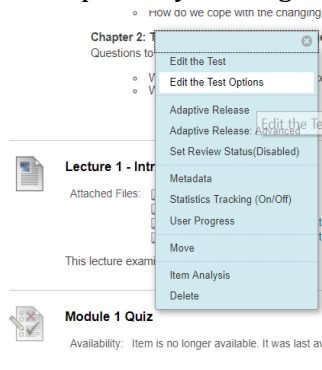


# Reopen Assessment for Specific Student

1. If an assessment window has closed, you can reopen it by clicking the drop-down arrow next to the name of the assessment

2. Click **Edit Test Options**



3. Under Option 3, Test Availability Exceptions, click **Add User or Group**

4. Use the checkboxes to select the student(s)

5. Set the desired availability

6. Click **Save**

7. Click **Submit**



3. **Test Availability Exceptions**

Click **Add User or Group** to search for users. If you must make the group unavailable if you

